

Manage Subscription

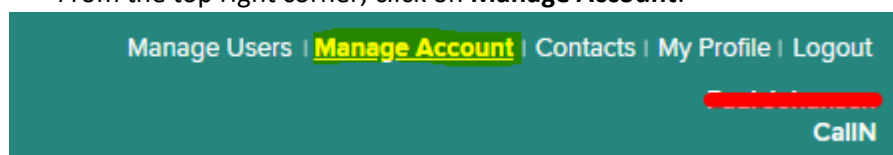
It is important to check your subscription details and manage them according to your needs.

Users can check and update:

- The number of handset licences.
- The number of handsets in use.
- Subscription usage.
- Payment method.
- Upgrade Subscription.
- Cancel Subscription.
- Increase cloud data saving time.

To Check Subscription

- Login as **Owners Account** in CallN web portal.
- From the top right corner, click on **Manage Account**.



- Click on **Subscription** from the left vertical navigation bar.

Now you can see **Current Subscription, Subscription Usage, Payment Method, etc.**

- Here you can Add or update your credit card details for a month to month payments.
Note: "CallN does take the security of your financial details like a high priority and we will never display in your portal a full credit card number and all details are fully encrypted when stored. A CallN representative will never ask you for credit card details."
- To **Cancel Subscription**: Please contact our support team at support@calln.com
- To increase or decrease the number of handsets licenses edit "How many handsets to record?" field.

Dashboard	Calls	Handsets	Reports	Activity	Campaigns	Archives
MANAGE ACCOUNT						
ACCOUNT						
GENERAL						
SUBSCRIPTION						
INVOICES						
AUDIT						
ANALYTICS						
TAGS						
CRM						
SALESFORCE						
HIGHRISE						

Current Subscription
 You currently have a trial subscription which is due to end on 28 October, 2016.

Payment Method
 There is currently no payment method [Add](#)

Add a new payment method

How many handsets to record?
 Our records show that you currently have 74 handsets being recorded

Enter the number of required handset subscriptions

How many years to store calls for?
 The first year of storage is included in your handset price, this can be increased below

- Last option is “**how many years to store calls for?**”, select from the drop-down list for how long you want to store. By Default, it is set to 1 year which is included as part of the subscription. *If you wish to store your recordings longer, **an additional charge will be applied** which varies depending on how long you need to store your recordings.*

Note: *“If you are a new subscriber, you will need to check the box stating you agree to the Terms, Conditions and Privacy Policy. To read these documents, before signing up, click on “Terms and Conditions” to display and read the documentation.”*

- To save changes as a new subscriber, click Subscribe.
- To save changes to an existing subscription, click Modify.